



DEFENSE CONTRACTS MANAGEMENT AGENCY
P. O. BOX 472451
GARLAND, TEXAS 75047

AP 95-D

Date

Texas Comptroller of Public Accounts
Manager of Audit Division
1700 N. Congress, Room 300
Austin, TX 78711

Dear Manager of Audit Division:

On June 16, 2004, I accepted a Credit Memo (regarding state tax refunds) on behalf of the Federal Government from *(Name of Company)* in the amount of *(Amount)* plus interest. As a Contracting Officer, I have the authority to represent the Federal Government on such issues. Please find enclosed my Certificate of Appointment as a Contracting Officer for the United States of America.

Sincerely,

Signature

(Printed Name)

Divisional Administrative Contracting Officer